

Council

Date: 8 October 2018
Time: 6.30 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, on 8 October 2018 at 6.30 pm to consider the business set out in the Agenda below.

Ms K Satterford
Chief Executive

Agenda

Item		Page
1	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2	MINUTES To approve as a correct record the minutes of the meetings of Council held on 16 July 2018.	1 - 11
3	DECLARATIONS OF INTEREST To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting. Members are reminded that if they are declaring an interest they should state the nature of that interest whether or not they are required to withdraw from the meeting.	
4	CHAIRMAN'S ANNOUNCEMENTS To receive such communication as the Chairman of the Council may wish to make.	
5	QUESTIONS FROM MEMBERS OF THE PUBLIC Written questions may be asked of the Leader or any Cabinet Member if submitted to the Head of Democratic, Legal and Policy Services no later than 12 noon on Monday 1 October 2018	

Questions will be submitted in the order in which they were received.

A questioner will have a maximum of 1 minute to ask a question and the answer shall not exceed 3 minutes. Any questioner may put one supplementary question without notice within a maximum time of 1 minute and the answer may not exceed 2 minutes.

6 QUESTIONS FROM MEMBERS

Questions to the Leader or any Cabinet Member must be submitted by 12 noon on Monday 1 October 2018.

A questioner will have a maximum of 1 minute to ask a question and the answer shall not exceed 3 minutes. Any questioner may put one supplementary question without notice within a maximum time of 1 minute and the answer may not exceed 2 minutes.

Questions shall be taken first from the Group Leaders of the political parties who shall be entitled to ask an initial Leader's question from his/her group, of which written notice shall have been given to the Head of Democratic, Legal and Policy Services prior to the meeting.

The order of questions shall then permit the first question from each other Councillor to be asked before any subsequent questions from the same Councillor. One question will be taken in turn from the same Councillor unless there are no other questions to be asked.

Every member asking an oral question is permitted to ask one supplementary question without notice provided that it is not substantially the same as a question that was put to a Council meeting during the past 6 months.

Any question remaining unanswered after 30 minutes will be answered within 10 working days in writing after the meeting by the appropriate Member and appended to the minutes of the meeting.

7 PETITIONS

- (i) Council to receive any petition from a member of the public who lives, works or studies within the district or from a Councillor on his/her behalf as notified by the deadline of 5pm on Monday 1 October 2018.
- (ii) Council to consider any petition already received that meets the required number of signatures to qualify for a debate by Full council. (The petition organiser will have 5 minutes to present the petition and then the Council will debate the matter for a maximum of 15 minutes and decide how to respond to the petition).

Item	Page
<p>8 CABINET</p> <p>To receive the minutes of and consider any recommendations from the following meeting(s):</p> <ul style="list-style-type: none"> • Cabinet (Special Meeting) 30 July 2018 • Cabinet 17 September 2018 • Cabinet 8 October 2018 (to follow) 	<p>12 - 19</p>
<p>9 PLANNING COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting(s):</p> <ul style="list-style-type: none"> • Planning Committee 27 June 2018 • Planning Committee 25 July 2018 • Planning Committee 22 August 2018 	<p>20 - 30</p>
<p>10 AUDIT COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Audit Committee 26 July 2018 	<p>31 - 35</p>
<p>11 HIGH WYCOMBE TOWN COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • High Wycombe Town Committee 11 September 2018 	<p>36 - 42</p>
<p>12 IMPROVEMENT & REVIEW COMMISSION</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Improvement & Review Commission 12 September 2018 	<p>43 - 51</p>
<p>13 PERSONNEL & DEVELOPMENT COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <ul style="list-style-type: none"> • Personnel & Development Committee 26 September 2018 (to follow) 	
<p>14 QUESTIONS UNDER STANDING ORDER 11.2</p>	
<p>15 COMMITTEE CHANGES / APPOINTMENTS</p>	
<p>16 URGENT ACTION TAKEN BY CABINET OF INDIVIDUAL CABINET MEMBER</p>	

Individual Cabinet Member Decisions:

- 14 September 2018 – Short extension to the Serco Contract – 11/2018 Leader of the Council.
- 24 September 2018 – Bassetsbury Triangle – 12/2018 Cabinet Member for Economic Development & Regeneration.

For further information, please contact Peter Druce - Democratic Services Officer on 01494 421210, committeeservices@wycombe.gov.uk

Council Minutes

Date: 16 July 2018

Time: 6.30 - 7.10 pm

PRESENT: Councillor A R Green (in the Chair)

Councillors K Ahmed, Z Ahmed, M C Appleyard, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, D J Carroll, M Clarke, C Etholen, R Farmer, S Graham, M Hanif, M Harris, A E Hill, A Hussain, M Hussain, M Hussain JP, D A Johncock, Mrs G A Jones, M E Knight, D Knights, Mrs J D Langley, Mrs W J Mallen, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, S Saddique, J A Savage, R J Scott, D A C Shakespeare OBE, N J B Teesdale, Mrs J E Teesdale, P R Turner, D M Watson, C Whitehead, L Wood and Ms K S Wood.

Also present: Honorary Alderman R W Jennings.

11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms S Adoh, Mrs J Adey, M Asif, Mrs L M Clarke OBE, R H W Gaffney, G Hall, M A Hashmi, T Lee, N Marshall & H McCarthy and Honorary Aldermen JM Blanksby, E Collins, M Oram, Mrs K Peatey, Mrs P Priestley & R C Pushman.

12 MINUTE'S SILENCE FOR LORD CARRINGTON

The Meeting held a minute's silence in respect of the recent death of Lord Carrington.

The Chairman confirmed that he had written a letter of condolence on behalf of the Council to Lord Carrington's son.

13 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 16 April 2018 along with those of the Special Council and Annual Council of 14 May 2018 be confirmed as true records and signed by the Chairman.

14 DECLARATIONS OF INTEREST

There were no declarations of interest.

15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that he had attended a considerable number of events in his new role as Chairman of the Council. The most prestigious of which was his

attendance at a Royal Garden Party at Buckingham Palace. Alongside this he had attended numerous local school prize giving ceremonies.

The celebrations regarding the 100th anniversary of the founding of the Royal Air Force had been marked at the recent Armed Forces Day events he attended along with his welcoming of the 'RAF 100 baton relay' to the District and an enjoyable evening at the Station Commander's reception at RAF High Wycombe.

16 QUESTIONS FROM MEMBERS OF THE PUBLIC

a) Question from Mr R B Colomb to the Leader of the Council

Will the closure in 2019 of the House of Fraser anchor store in Eden seriously affect the Council's share of the Eden rents and thus lead to a Council Tax increase for our residents?

Response from Councillor Ms K Wood (Leader of the Council)

The Council receives a ground rent from Eden based on a percentage of net income. The impact of the loss of the HoF rent is estimated to be approx. £80,000 p.a., excluding any Empty Property Rates liability.

'Anchor stores' rents tend to be relatively low, so the potential exists for Eden to 're-purpose' the HoF building and in due course, increase the rental that the building generates. The Council is in discussion with Eden's owners, on their 're-purposing' plans.

The impact of any loss of rental income will be assessed as part of the routine annual budget setting process when all material risks and opportunities are considered along with any mitigating actions to manage the impact on the Council Tax requirement for the District. The Council Tax requirement will be considered after taking into account all changes to the budget as part of this process and will allow for more time for Eden to assess all the options.

Although footfall is likely to remain strong post the closure of House of Fraser, the Council analysed the loss of footfall that could follow the closure and its potential impact on rents.

Supplementary Question

Eden as a whole will suffer other drops in rental income with other tenants and new tenants negotiating tenancies. Whilst existing tenants will take the opportunity to force down rents. Will all of this be taken into account?

Supplementary Response

All such factors and mitigating factors will be fully taken into account in the Council tax setting process.

b) Question from Mr T Snaith to the Leader of the Council

I was pleased to see that on the Regulatory and Appeals (R&A) agenda of 2nd July a community Governance review of the unparished wards was to be discussed. This was instigated by the Chairman of High Wycombe Town Committee. I was disappointed to then find that the Chairman of R&A had removed the item giving reasons as “further work is needed and further review of the matter is needed”

Every part of Bucks has a Parish or Town Council except High Wycombe. What importance and urgency does this Council put on delivering a Community Governance review, for the unparished wards, which could lead to a town council for High Wycombe?

Response from Councillor Ms K Wood (Leader of the Council)

Thank you for the question Mr Snaith. This initiative has not been generated by the Executive, and I therefore feel it would be inappropriate for me to comment. You stated in your question that this is an initiative which has been instigated by the Chairman of High Wycombe Town Committee, and so I suggest you refer your question to him outside of this forum.

Supplementary Question

When I highlighted to the Chairman of High Wycombe Town Committee that the High Wycombe Community Governance Review item had been withdrawn from the Regulatory & Appeals Committee Agenda, he did not know.

Would you not agreed that the High Wycombe Community Governance Review and the discussion of a town council needs to be on the next Regulatory & Appeals Committee Agenda, so that the people of the town are offered a Town Council should Unitary plans be effected or not?

Supplementary Response

I do not want anyone to fall under the misapprehension that I lead or influence the thoughts and deliberations of those bodies of the Council which work entirely independently of the Executive, therefore I reiterate that I will not comment on work in progress of either the Chairman of the High Wycombe Town Committee or the Regulatory & Appeals Committee.

I would also like to remind you that the High Wycombe Town Committee always does an outstanding job representing the unparished areas of High Wycombe, and has kept taxes for those residents low, whilst ensuring that they are put to good and cost-efficient use.

17 QUESTIONS FROM MEMBERS

a) Question from Councillor R Raja to the Leader of the Council

Draft accounts for 2017/18 show that Bucks County Council ran a £52.8M deficit on provision of services and the other 3 District Councils in Bucks together ran a deficit of £10.1M, while WDC ran a surplus of £10.5M.

WDC's useable reserves are currently £74.4M, about the same as the other 3 District Councils combined. In the event of a unitary authority, WDC's useable reserves risk being consumed to fund deficits elsewhere.

What precautions is the Leader taking now to ring-fence these useable reserves to ensure they will be used for the benefit of Wycombe District residents?

Councillor D Watson (Cabinet Member for Finance) responded to this question at the Leader's request.

Councillor Watson asked that given the response was complex and lengthy could he have more than the allotted 3 minutes to answer, this was agreed by the Chairman of Council.

I think you may be confusing the accounting basis and the statutory basis for the production of local authority accounts but hopefully my response will answer your question.

WDC delivered a small surplus of £110k in 2017/18 and have useable reserves of £74m as you say. Useable reserves are those that the Council can use as opposed to the unusable reserves which are required to offset the impact of statutory accounting adjustments on taxpayers. The other three districts in Buckinghamshire delivered a combined surplus of £1m for 2017/18 on a statutory basis and had useable reserves totalling £133m as at the 31st March 2018.

Of the £74m, £49m are earmarked reserves for capital financing and will help support the delivery of our ambitious capital programme that will deliver economic development and regeneration to support our communities.

For WDC the General Fund reserve is just under £10m and is assessed on an annual basis to ensure we have sufficient resources to manage unforeseen and unexpected events. This assessment is carried out in the development of the annual budget setting process and as Cabinet have just approved the Medium Term Financial Strategy the work is just commencing on that cycle – as part of that assessment then the Council will in due course consider the impact of any developments, be that about a unitary or anything else and what options are available to us. As you can appreciate the impact on the residents of the District will be given due weighting.

WDC has benefitted from a decade or more of sound financial management and is thus in a good position when we consider the revenue reserves as it gives the council a number of options:-

The Council has a safety net to meet unforeseen events in net service expenditure - the so called "unknown unknowns" - typically 15% of net expenditure - approximately £2.1M.

The £7.5M of the revenue reserves is invested in an indirect property fund (CCLA) and is earning local residents about 4% whilst we consider options for the future.

We remain confident in a positive outcome following the submission of our representations concerning MLG. Options for the future might include the transfer of funds to support the ambitious capital programme in order to reduce the need to borrow, invest in a newly arising profitable local economic development opportunity should one arise, spend more in the short term in areas where the District Council has a responsibility or even return some of the reserve to the council tax paying public.

The overriding issue is that revenue reserves can only be spent once.

Supplementary Question

I would like to understand that we will be taking into account the needs of local residents. Can you reassure me that these monies will be ring-fenced and not end up funding deficits elsewhere?

Supplementary Response

I am not sure I can make that promise to ring fence those monies, but I will endeavour to optimise use of the revenue reserves for the benefit of local residents, but this is of course dependent on the Council structure operated.

b) Question from Councillor M Knight to the Leader of the Council

The government dictates how many new homes we should be building in our District, and will continue to do so through the revised National Planning Policy Framework.

Do you think this focus on the quantity of housing we should be delivering is helpful, or even necessary?

Councillor D Johncock (Cabinet Member for Planning) responded to this question at the Leader's request.

First, the government does not **dictate** how many homes we should build. It provides a common process that Local Planning Authorities across the country use to determine their individual housing targets. In the preparation of our new Local Plan, we have explained in detail both to Members and the members of the general public how we went about determining housing numbers and so, frankly, I'm surprised at your question tonight.

The fact is that there is a national shortage of new homes being built; a fact that is accepted by all the major political parties. In that context, a general emphasis on the quantity of housing is understandable. The process we have used in the development of our new Local Plan is likely to be replaced by a methodology which may increase numbers which is why we were determined to submit our new Plan before the end of March this year.

It is also a fact that WDC is constrained by AONB, and also has a considerable extent of Green Belt. This makes accommodating the growth a challenge, and we have had to work with AVDC for them to take the 'unmet need' that we were not able to accommodate. So the numbers of houses to be built within the District will be less than they would have been had we not been able to agree our arrangement with AVDC.

But can I emphasise that quantity does not mean that there should not also be high quality. WDC has always had a good track record of emphasising the quality of development, as has been evidenced through the preparation of the design briefs for the reserve sites. It is also worth noting that the government is also promoting the need for quality new housing. For example at the end of June this year the Ministry of Housing, Communities and Local Government circulated a copy of 'The Design Companion for Planning and Placemaking', and has funded design and placemaking briefings to be run by the Design Network, which WDC members and officers will be attending.

Finally, as I said earlier, it is probably a bit late to be asking this question. As you know, the examination of our new Local Plan began this afternoon and we will see in due course whether the planning inspector thinks we got our sums right ?

Supplementary Question

I agree we need more homes, but my concern is about how we can facilitate the building of really good, sustainable communities.

It doesn't always seem to have been the case that community facilities and infrastructure are developed ahead of new homes. This means that we tend to end up with a deficit of community facilities and a vacuum in the development of healthy, sustainable community networks.

In my view we need to be focussing on building communities which promote high levels of wellbeing, health, social and economic opportunities, not just housing in numbers.

Do you agree that as we see an increase of applications coming in for large housing schemes we must require house builders to be integrating sustainable community facilities and infrastructure from the outset, and if so is our new Local Plan robust enough to do this?

Supplementary Response

Yes I do believe we can deliver this Local Plan, it will be materialised in the real world.

c) Question from Councillor A Hill to the Cabinet Member for Community

Can you please tell us when the correct wording is going to be put into place for our P.S.P.O. (Public Spaces Protection Order) to take effect in the town centre, as the problems seem to be escalating?

Response from Councillor G Peart (Cabinet Member for Community)

Members will be aware that work has been progressing in partnership with Thames Valley Police, to review and amend the current Public Space Protection Order which is in force in the town centre. This is intended to address activities that have had a detrimental effect on the quality of life of those in the locality. These issues have generally centred round alcohol, and the revised wording in the new Public Space Protection Order will prohibit the consumption of alcohol or having an open container of alcohol in the town centre.

As part of varying the PSPO, the Council needs to take into account the recent changes in legislation and also the Chief Constable's ability to delegate functions such as issuing Fixed Penalty Notices to the force's Police Community Support Officers. We await confirmation from TVP regarding their legal powers to issue Fixed Penalty Notices; once this is confirmed work to progress the variation of the PSPO will be finalised.

This will then provide a stronger tool in the armoury of the Council and TVP to combat antisocial behaviour in the town centre.

Supplementary Question

Surely 1 year is long enough for the Police and Wycombe District Council to finalise the wording. In the meanwhile there has been further deterioration in behaviour in these areas.

Supplementary Response

It is very important that we get the wording correct as if utilised to issue a Fixed Penalty Notice, it must stand up in court. We do not want to take people to court but want to utilise the deterrent of court. When we get the wording sorted it will immediately be back before Council for approval.

d) Question from Councillor M Hanif to the Cabinet Member for Economic Development & Regeneration

It's been torrid few days for our High Street as two more shops have closed or are about to close their doors to customers.

Our High Street has to contend with unfair planning regulations, war on motorists, unfair competition from on-line businesses who avoid their taxes, intense competition from the giant supermarket chains, post-Brexit slowdown in consumer spending and high inflationary pressures squeezing profit margins.

What measures do WDC have in mind to stop more boarded-up shops in our High Street?

Response from Councillor S Broadbent (Cabinet Member for Economic Development & Regeneration)

Before responding I would like to point out a number of factors re the economy in that Gross Domestic Product has in fact increased by 0.3% during May. Consumer Spending has been at its highest since 1950, whilst a low inflation figure underlies the positive economic situation nationally.

What we have been doing locally was featured in the following statement, in response to an inquiry from the Bucks Free Press:

The loss of Poundworld and relocation of Argos (to Sainsburys) reflect the challenge to discounters and consolidation in the retail market.

The council is in contact with the private owners of both properties via local commercial property agents. The former Argos unit is likely to go for non-retail use, subject to planning permission.

The council continues to actively work with potential businesses, property owners, agents and other parties to attract new independent traders, the most recent being 4 Cornmarket (adjoining Lunch) which is under offer for a business start-up. Such niche players are the key to success in the High Street.

Retail is shifting from a purely transactional focus towards giving customers experiences. Add to this the belief that the more people make isolated on-line purchases, the more they will still want social interaction – places to meet other people and to relax in a vibrant place. Our High Street is a mix of built environment. Upgrading its public realm needs to be a priority and helping property owners to re-purpose ground floors will be the way to retain its attractiveness. Add animation – sitting out areas and activities that entertain and give people a good experience – and the High Street will continue to adapt.

The Council has already intervened, where the market is failing, with initiatives like Mad Squirrel, Lunch 2 and The Works. It has facilitated Bucks Preservation Trust with their plans for the refurbishment of the High Street's oldest building. It will review postponed plans to enliven the undercrofts of the Guildhall and Little Market House. There's a challenge ahead, but I am confident that the town is resilient enough to meet it.

Supplementary Question

The retail withdrawal from then High Street is worrying, we hear your response but how can you convince Members that you will deliver what you outline.

Supplementary Response

I am passionate in my role in Economic Development and Regeneration and will work ceaselessly with local retailers, visitors and business. 'The Economist' in its

June edition commended High Wycombe on its High Street and its innovative mix of residential and commercial units.

As Mary Portas, the High Street guru, pointed out, Town Centres need to do what Amazon cannot do. I do very much 'believe' in delivering such for the District.

e) The Question from Councillor K Ahmed to the Cabinet Member for Finance & Resources featured on the Agenda was withdrawn prior to the Meeting.

18 PETITIONS

No petitions were received by the deadline of Monday 9 July 2018.

19 CABINET

RESOLVED: That the minutes of the meeting of the Cabinet held on 4 June 2018 be received, and the recommendations as set out at minute numbers 7 and 10 be approved and adopted.

20 CABINET

RESOLVED: That the minutes of the meeting of the Cabinet held on 9 July 2018 be received, and the recommendations as set out at minute numbers 17 and 18 be approved and adopted.

21 HIGH WYCOMBE TOWN COMMITTEE

RESOLVED: That the minutes of the meetings of the High Wycombe Town Committee of 24 April 2018 and 12 June 2018 be received.

22 PLANNING COMMITTEE

RESOLVED: That the minutes of the meetings of the Planning Committee of 25 April 2018 and 30 May 2018 be received.

23 AUDIT COMMITTEE

RESOLVED: That the minutes of the meeting of the Audit Committee of 31 May 2018 be received.

24 STANDARDS COMMITTEE

RESOLVED: That the minutes of the meeting of the Standards Committee held on 5 June 2018 be received, and

the recommendations as set out at minute numbers 4 and 5 be approved and adopted.

25 LICENSING COMMITTEE

RESOLVED: That the minutes of the meeting of the Licensing Committee of 7 June 2018 be received.

26 PERSONNEL & DEVELOPMENT COMMITTEE

RESOLVED: That the minutes of the meeting of the Personnel & Development Committee held on 20 June 2018 be received, and the recommendation as set out at minute number 4 be approved and adopted.

27 IMPROVEMENT & REVIEW COMMISSION

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission of 20 June 2018 be received.

28 REGULATORY & APPEALS COMMITTEE

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee held on 2 July 2018 be received, and the recommendation as set out at minute number 17 be approved and adopted.

29 JNC STAFFING MATTERS COMMITTEE

The JNC Staffing Matters Committee scheduled for 16 July 2018 was cancelled, subsequently no minutes were to be referred to Full Council.

30 QUESTIONS UNDER STANDING ORDER 11.2

There were no questions submitted under Standing Order 11.2

31 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The Individual Cabinet Member Decisions as set out in the summons were noted.

Chairman

The following officers were in attendance at the meeting:

- Peter Druce - Democratic Services
- Ian Hunt - Democratic Services Manager
- Karen Satterford - Chief Executive

Special Cabinet Minutes

Date: 30 July 2018

Time: 6.30 - 6.39 pm

PRESENT: Councillor Ms K S Wood (Executive Leader of the Council - in the Chair)

Councillor Mrs J A Adey	- Cabinet Member for Environment
Councillor D A Johncock	- Cabinet Member for Planning
Councillor Mrs J D Langley	- Cabinet Member for Housing
Councillor G Peart	- Cabinet Member for Community
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor L Wood	- Cabinet Member for Digital Development & Customer Services

By Invitation

Councillor Miss S Brown	- Deputy Cabinet Member for Community
Councillor C Etholen	- Deputy Cabinet Member for Digital Development and Customer Service
Councillor A R Green	- Chairman of the Council
Councillor G C Hall	- Deputy Cabinet Member for Environment
Councillor D Knights	- Chairman of the Improvement and Review Commission
Councillor R Raja	- Leader of the Labour Group
Councillor A Turner	- Deputy Cabinet Member for Planning

Also present: Councillor P R Turner

22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs S Adoh (Deputy Cabinet Member for Housing), Z Ahmed (Deputy Cabinet Member for Strategy and Communications), D Barnes (Deputy Leader and Cabinet Member for Strategy & Communications) S Broadbent (Cabinet Member for Economic Development & Regeneration), D Carroll (Cabinet Member for Youth and External Partnerships), M Harris (Deputy Cabinet Member for Economic Development & Regeneration), M Knight (Leader of the East Wycombe Independent Party) and S Saddique (Deputy Cabinet Member for Finance and Resources).

23 MINUTES

RESOLVED: That the minutes of the meeting of the Cabinet held on 9 July 2018 be approved as a true record and signed by the Chairman.

24 DECLARATIONS OF INTEREST

There were no declarations of interest.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That pursuant to Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the press and public be excluded from the meeting during consideration of Minute No 25, because of reference to matters which contain exempt information as defined as follows:

Minute 25 – Digital First

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

25 DIGITAL FIRST

Cabinet had before it a report setting out a number of proposals for the future delivery of the Council's ICT service. Cabinet approval was sought to implement the Digital First Programme which applied the culture, practices, processes and technologies of the internet era in order to enhance service delivery.

It was noted that Digital First was an overarching strategy about how Wycombe District Council engaged, communicated and responded to people, how it designed and delivered services and how it used information to make decisions, inform policy and evaluate performance and outcomes. It was a consistent approach across the organization as to how the Council worked and the supporting technologies, applications and data that were held.

An addendum to the report was circulated at the meeting which detailed some minor amendments to the report.

The following decisions were made as the detailed business case (Appendix A of the report) proposed the implementation of a revised ICT operating model to replace existing arrangements.

RESOLVED: That the business case set out in the report be approved and delegated authority be granted to the Head of HR, ICT & Shared Support Services and the Head of Finance, in consultation with the Cabinet Member for Digital Development & Customer Services and the Cabinet Member for Finance, power to : -

- (i) Implement the proposed ICT service operating model, including: -
 - The migration of cloud ready virtual servers to the Microsoft Azure public cloud.
 - The relocation of the physical servers & infrastructure to the WDC QVR server room (as a short to medium term solution).

- The replacement of the VDI end user computer solution with a more traditional “fat client” model
- Support to be provided by the combination of a Public Cloud wrap around service, an enhanced on-site team together with a range of specialist managed service providers; and

(ii) Release the transformation budget of £900k (agreed by Council at their budget setting meeting of 22nd February 2018) and included in the Medium Term Financial Plan to implement the changes.

Chairman

The following officers were in attendance at the meeting:

Susan Bolter - Corporate Director (Growth & Regeneration)
Catherine - Principal Democratic Services Officer
MacKenzie

Cabinet Minutes

Date: 17 September 2018

Time: 6.00 - 6.45 pm

PRESENT: Councillor Ms K S Wood (Executive Leader of the Council - in the Chair)

Councillor Mrs J A Adey	- Cabinet Member for Environment
Councillor D H G Barnes	- Deputy Leader and Cabinet Member for Engagement and Strategy
Councillor S Broadbent	- Cabinet Member for Economic Development and Regeneration
Councillor D J Carroll	- Cabinet Member for Youth and External Partnerships
Councillor Mrs J D Langley	- Cabinet Member for Housing
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor L Wood	- Cabinet Member for Digital Development & Customer Services

By Invitation

Councillor Mrs S Adoh	- Deputy Cabinet Member for Housing
Councillor G C Hall	- Deputy Cabinet Member for Environment
Councillor M E Knight	- Leader of the East Wycombe Independent Party
Councillor D Knights	- Chairman of the Improvement and Review Commission
Councillor S Saddique	- Deputy Cabinet Member for Finance and Resources
Councillor A Turner	- Deputy Cabinet Member for Planning

Also present: Councillors A D Collingwood and C Whitehead

26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Z Ahmed (Deputy Cabinet Member for Strategy and Communications), Miss S Brown (Deputy Cabinet Member for Community), C Etholen (Deputy Cabinet Member for Digital Development & Customer Services), T Green (Chairman of Council), D Johncock (Cabinet Member for Planning) and G Peart (Cabinet Member for Community).

27 MINUTES

RESOLVED: That the minutes of the meeting of the special Cabinet held on 30 July 2018 be approved as a true record and signed by the Chairman.

28 DECLARATIONS OF INTEREST

There were no declarations of interest.

29 RECOMMENDATIONS FROM THE IRC - ANTI-SOCIAL BEHAVIOUR IN THE DISTRICT TASK AND FINISH GROUP

Cabinet had before it a report that outlined the recommendations from the Improvement & Review Commission which had endorsed the recommendations of the Anti-social Behaviour in the District Task and Finish Group (TFG) at its meeting on 12 September 2018.

The Chairman of the Task and Finish Group, Councillor C Whitehead, gave a detailed verbal presentation of the findings and recommendations of the TFG. It was noted that an addendum to the report was circulated at the meeting which detailed a graphic that had been previously omitted.

The Chairman of the Improvement and Review Commission and the Cabinet thanked the Task and Finish Group and officers for all their hard work.

The following decisions were made to progress the recommendations of the Improvement and Review Commission where appropriate.

RESOLVED: That the recommendations made by the Improvement and Review Commission on Anti-social behaviour be received, and a further report be presented to a future Cabinet meeting responding to each of the recommendations in detail.

30 BUSINESS RATES RETENTION PILOT

The report before Cabinet detailed proposals from the Ministry of Housing, Communities and Local Government (MHCLG) to submit bids to become a pilot area for 75% Business Rates Retention. The report proposed that the new approach be piloted in the Wycombe District area from April 2019.

There was broad, informal agreement between all Buckinghamshire Authorities that a bid should be made and the gains should be shared 50% between the four Districts and 50% to the County.

The following decisions were taken to update Cabinet on the opportunity for the Council to take part in a Business Rates Pooling Pilot, and to seek approval for the Council to progress with a county-wide application.

RESOLVED: That (i) the principle of the Council being a part of a Buckinghamshire wide bid to take part in the Government's proposed 75% Business Rates Retention Pilot commencing 1 April 2019 be supported; and

(ii) delegated authority be given to the Chief Executive in consultation with the Leader of the Council, to approve the final application subject to final details being agreed between prospective pool members.

31 CAR PARK TARIFF CHANGES

The item was withdrawn prior to the meeting.

32 HIGH WYCOMBE TOWN CENTRE IMPROVEMENTS

Cabinet approval was sought to approve funding to employ an additional full time officer to over-see the £18.5m Town Centre Improvements Programme.

The report before Cabinet confirmed that staff resources to undertake or commission feasibility and subsequent detailed design work could be funded from the Community Infrastructure Levy (CIL). Members noted that existing staff resources could not be put onto the programme without significantly altering current priorities.

The following decision was made as High Wycombe was the principal town in the District, and the success of the town centre was central to the economic success of the District, and the well-being of residents. The Council required a staff resource to progress the projects.

RESOLVED: That £200k of CIL from the High Wycombe Town Centre Masterplan allocation in the major projects capital programme be released for spend on a staff resource to progress future improvements which would be partly or wholly funded by CIL.

33 PLANNING AND SUSTAINABILITY FEES AND CHARGES

Cabinet recalled that at its meeting on 5 June 2017, it had approved proposals to introduce a change programme called "Fit for Competition". The report before Cabinet sought delegated authority for the Head of Planning & Sustainability in consultation with the relevant Cabinet Member to revise and bring into effect changes to the planning services. This would enable the Council to decrease the services level of public subsidy to the minimum achievable without compromising on quality standards.

The Deputy Cabinet Member for Planning informed the meeting that the report had incorrectly documented the results of the Equalities Impact Assessment that had been completed. It was confirmed that a very limited range of potential impacts had been identified in relation to people on lower income and people with limited computer access / skills, which could affect protected characteristics. He advised that these impacts could be mitigated through alternative measures on a case by case basis, and periodically reviewed.

The following decisions were made to enable the Head of Service for Planning on a pilot basis to modify existing planning services and introduce new ones, and to set, and modify as necessary, the associated fees and charges.

RESOLVED: That the principle of the provision of additional discretionary planning services be approved, and that delegated authority be granted to the Head of Planning and Sustainability, in

consultation with the Cabinet Member for Planning and Sustainability, the Head of Finance and Commercial and the District Solicitor:

(i) to modify existing and introduce new discretionary planning services, within available legal powers; and

(ii) to introduce pilot fees and charges to cover the Council's costs, until the setting of final fees and charges was included into the decision making process by Cabinet as part of the annual budget cycle.

34 INFORMATION SHEETS

The Cabinet Member for Economic Development and Regeneration provided a brief update on the progress of the Connected Counties Superfast Broadband Programme as set out within the Information Sheet.

The Cabinet received the following Information Sheet issued since the last meeting:

1/2018 Connected Counties Superfast Broadband Update

35 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

Cabinet received the following files on actions taken under delegated powers:

Community	C/39/18 – C/44/18
Economic Development & Regeneration	EDR/3/18 – EDR/4/18
Finance	F/07/18
Planning & Sustainability	PS/07/18 – PS/19/18

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That pursuant to Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the press and public be excluded from the meeting during consideration of Minute Nos 33 and 36, because of their reference to matters which contain exempt information as defined as follows:

Minute 33 – Planning and Sustainability Fees and Charges – Appendix B of the report

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

Minute 36 - File on Action taken under Exempt Delegated Powers

Digital Development & Customer Services sheet no: DDCS/1/18
Economic Development & Regeneration sheet nos: EDR/32/18 - EDR/44/18
Housing sheet no: H/2/18

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

36 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

Cabinet received the following files on exempt actions taken under delegated powers:

Digital Development & Customer Services Sheet No: DDCS/1/18
Economic Development & Regeneration Sheet Nos: EDR/32/18 - EDR/44/18
Housing Sheet No: H/2/18

Chairman

The following officers were in attendance at the meeting:

Karen Satterford	- Chief Executive
Susan Bolter	- Corporate Director (Growth & Regeneration)
Ian Hunt	- Democratic Services Manager
Catherine MacKenzie	- Principal Democratic Services Officer

Planning Committee Minutes

Date: 27 June 2018

Time: 7.00 - 9.51 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors M Asif, Ms A Baughan, S Graham, C B Harriss, A E Hill, H L McCarthy, Ms C J Oliver, S K Raja, N J B Teesdale, A Turner and C Whitehead.

Apologies for absence were received from Councillors: Mrs J A Adey, D A Johncock, A Lee and N B Marshall.

LOCAL MEMBERS IN ATTENDANCE

Councillor Z Ahmed
Councillor Ms J Wassell

APPLICATION

17/07655/FUL
18/05840/FUL

13 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 30 May 2018 be approved as a true record and signed by the Chairman.

14 DECLARATIONS OF INTEREST

There were no declarations of interest.

15 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports, as amended by the update sheet where appropriate, be adopted, subject to any deletions, updates or alterations set out in the minutes below.

16 17/07655/FUL - LAND SOUTH OF RIVER WYE AND FOUNDRY SITE BETWEEN TRANSLUX MILL AND CHAPEL LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE

Following a lengthy debate, Members voted in favour of the motion to approve the application subject to an amendment to Condition 3 which referred to planting to extend the period of 3 years to 5 years, that should any trees, plants or areas of turfing or seeding die or become seriously damaged or diseased would be required to be replaced within a 5 year period following completion of the development. The planning officer also clarified paragraph 5.77 of the report by stating that there would be some night-time site lighting at the premises.

RESOLVED: that the application be approved.

The Committee was addressed by Councillors Z Ahmed and N Teesdale, the local Ward Members.

The Committee was addressed by Mr Nigel Phillips on behalf of the Sands Residents Association and Mr Stephen McGreal (neighbour), both in objection and by Mr Alastair King, on behalf of the applicant.

17 18/05307/FUL - THE ROYAL OAK, FRIETH ROAD, MARLOW, BUCKINGHAMSHIRE, SL7 2JF

Members voted in favour of the motion to approve the application.

RESOLVED: that the application be approved.

The Committee was addressed by Councillor M Harris, the local Ward Member.

The Committee was addressed by Ms Mary Saunders and Mr Richard Peake in objection and by Ms Becky Salisbury, the applicant.

18 18/05480/FUL - 15 WEST DRIVE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 6JT

Members voted in favour of the motion that they were Minded to Grant the application, in line with the officer's recommendation.

RESOLVED: that the application be Minded to Grant permission.

The Committee was addressed by Councillor Ms Wassell, the local Ward Member.

19 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that prior to the next Committee meeting on Wednesday 25 July 2018, there would be a presentation by WDC Principal Development Management Officer, Sarah Armstrong, on the Desborough Road Temporary Accommodation starting at 6.00pm in Committee Room 1.

20 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 24 July 2018 in respect of the agenda for the meeting on Wednesday 25 July 2018, the following Members be invited to attend with the relevant local Members:

Councillors: Ms A Baughan, S Graham, C B Harriss, H L McCarthy, Mrs C Oliver, N J B Teesdale, A Turner, and P R Turner.

21 DELEGATED ACTION AUTHORISED BY PLANNING ENFORCEMENT TEAM

The Committee noted the Delegated Action authorised by the Planning Enforcement Team.

22 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

Chairman

The following officers were in attendance at the meeting:

Mrs J Caprio	Principal Planning Lawyer
Mr T Cowell	Senior Development Management Officer
Mrs L Hornby	Senior Democratic Services Officer
Mr R Martin	Development Management Team Leader
Mr P Miller	Technical Officer
Miss O Palmer	Legal Apprentice
Mrs S Robinson	Communications Officer
Mr C Steuart	Development Management Team Leader (Major Development and Design)
Ms P Tollitt	Head of Planning & Sustainability

Planning Committee Minutes

Date: 25 July 2018

Time: 7.00 - 9.02 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, Ms A Baughan, S Graham, C B Harriss, A E Hill, D A Johncock, A Lee, N B Marshall, H L McCarthy, Ms C J Oliver, S K Raja, N J B Teesdale and A Turner.

Standing Deputies present: Councillors M Hanif.

Apologies for absence were received from Councillors: M Asif and C Whitehead.

LOCAL MEMBERS IN ATTENDANCE

Councillor I McEnnis
Councillor Mrs J Teesdale

APPLICATION

17/08376/FUL
17/08376/FUL

23 CHAIRMAN'S INTRODUCTION

The Chairman welcomed everyone to the meeting and stated that the National Planning Policy Framework (NPPF) had been updated the previous day (24 July 2018). This stated at paragraph 212 that policies in the new NPPF were material considerations which should be taken into account in dealing with applications from the day of its publication. It was confirmed that the relevant NPPF updated policies had been considered and **did not** result in changes to any recommendations made to this meeting.

Furthermore, it should be noted that Wycombe District Local Plan (Regulation 19) Publication Version had been submitted to the Planning Inspectorate for examination and was currently the subject of formal examination. Weight to be given to individual policies in this emerging plan should be assessed in accordance with paragraph 48 of the (updated) NPPF.

The Chairman agreed that a note be circulated to members, preferably prior to the next Planning Committee meeting on the 22 August 2018, informing them of any relevant changes to the NPPF.

24 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 27 June 2018 be approved as a true record and signed by the Chairman.

25 DECLARATIONS OF INTEREST

Councillor M Hanif: Planning Application 17/08265/FUL – declared that he had pre-determined the application through written representations, as a local Ward Member, which he had made in response to the application. He stated that he would speak as

Local Ward Member and then leave the chamber and take no part in the debate and voting on the item.

Councillor P Turner: Planning Application 17/08265/FUL – declared a non-pecuniary interest in the item due to being the Council appointed representative on the Board of Red Kite. Councillor Turner explained that he would leave the Chamber and take no part in the debate and voting on the item.

Councillor N Teesdale: Planning Application 17/08376/FUL – declared that his wife, Councillor Mrs J Teesdale, was the local Ward Member but that he had an open mind and had not made up his mind. Councillor Teesdale explained he would remain in the Chamber as a member of the committee for the debate and voting on the item.

26 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports, as amended by the update sheet where appropriate, be adopted, subject to any deletions, updates or alterations set out in the minutes below.

27 17/05825/FUL - BUMPERS FARM, ILMER LANE, ILMER, BUCKINGHAMSHIRE, HP27 9RE

Members voted in favour of the motion to approve the application with an additional condition. They agreed that the passing places should be permanent but subject to the addition of a condition that they be surfaced in grasscrete, or similar construction, rather than tarmac.

RESOLVED: that the application be approved subject to the addition of the condition as explained above.

The Committee was addressed by Councillor C Harriss, the local Ward Member.

28 17/08265/FUL - FORMER GARAGE SITE OFF CHILTERN AVENUE / RUTLAND AVENUE, HIGH WYCOMBE, BUCKINGHAMSHIRE

Councillor P Turner, having declared a non-pecuniary interest in the item, left the Chamber and Councillor A Turner assumed the Chair.

Members noted that the recommendation had been amended to Minded to Grant as follows –

“That the Head of Planning & Sustainability be given delegated authority to grant Conditional Permission provided that the objections of the Lead Local Flood Authority are resolved including any planning conditions that may arise”

Members then voted in favour of the motion to delegate authority to the Head of Planning & Sustainability for the reasons given above.

RESOLVED: that the application be Minded to Grant and delegated to the Head of Planning & Sustainability for the reasons given above.

Members were addressed by Councillor Hanif, a local Ward Member, who, having declared that he had predetermined the application, spoke as Ward Member and then left the Chamber for the duration of the item and took no part in the debate and voting. They were also addressed by Councillor S Graham, a local Ward Member.

29 17/08376/FUL - RACKLEYS FARM, MARLOW ROAD, CADMORE END, BUCKINGHAMSHIRE, HP14 3PP

Councillor P Turner resumed the Chair.

Members voted in favour of the motion of Minded to Grant and that the approval be delegated to the Head of Planning & Sustainability following consultation with the applicant and agent to agree a specific time period for the demolition of those buildings marked as such and that this be conditioned.

RESOLVED: that the application be Minded to Grant and delegated to the Head of Planning & Sustainability for the reasons given above.

Members were addressed by Councillors I McEnnis and Mrs J Teesdale, the local Ward Members.

Members were addressed by Ms Gillian Smith and Mr Ian Shepherd in objection and Mr Mark Turner, the agent on behalf of the applicant.

30 18/05960/FUL - 33 WHITEPIT LANE, FLACKWELL HEATH, BUCKINGHAMSHIRE, HP10 9HR

Members voted in favour of the motion to approve the application

RESOLVED: that the application be approved.

Members were addressed by Councillor D Johncock, the local Ward Member who also spoke on behalf of his fellow Ward Member, Councillor J Savage who was unable to be at the meeting.

31 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that despite several developers indicating that they would like to give a presentation none had definitely confirmed. It was therefore proposed that the Head of Planning & Sustainability give a presentation on the Princes Risborough Expansion plans. However, should a developer indicate they definitely wished to make a presentation then they would be given the opportunity to do so. The pre-committee information session would take place on Wednesday 22 August at 6.00pm in Committee Room 1.

32 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 21 August 2018 in respect of the agenda for the meeting on Wednesday 22 August 2018, the following Members be invited to attend with the relevant local Members:

Councillors: Mrs J A Adey, Ms A Baughan, S Graham, C B Harriss, A E Hill, D A Johncock, N B Marshall, H L McCarthy, Mrs C Oliver, N J B Teesdale, A Turner and P R Turner.

33 DELEGATED ACTION AUTHORISED BY PLANNING ENFORCEMENT TEAM

Members noted the Delegated Action authorised by the Planning Enforcement Team.

34 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

Chairman

The following officers were in attendance at the meeting:

Mrs E Crotty	Principal Development Management Officer
Mrs L Hornby	Senior Democratic Services Officer
Ms T Krykant	Planning Solicitor
Mr P Miller	Technical Officer
Mr A Nicholson	Development Manager
Ms S Penney	Principal Development Management Officer

Planning Committee Minutes

Date: 22 August 2018

Time: 7.01 - 9.16 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, Ms A Baughan, S Graham, C B Harriss, A E Hill, D A Johncock, A Lee, H L McCarthy, Ms C J Oliver, S K Raja, N J B Teesdale, A Turner and C Whitehead.

Standing Deputies present: Councillors G C Hall.

Apologies for absence were received from Councillors: M Asif and N B Marshall.

LOCAL MEMBERS IN ATTENDANCE

Councillor Mrs J Langley

APPLICATION

18/05597/OUT

OBSERVING

Councillor Mrs S Adoh
Councillor D Barnes

35 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 25 July 2018 be approved as a true record and signed by the Chairman.

36 DECLARATIONS OF INTEREST

Councillor Mrs J Adey: Planning Application 18/08897/OUT – declared that she had previously been a member of the Slate Meadow Liaison Group but that she had no knowledge of the letter, of which the Liaison Group was one of the signatories, prior to it being received by all members of the Planning Committee including herself.

37 PLANNING APPLICATIONS

RESOLVED: that the reports be received and the recommendations contained in the reports, as amended by the update sheet where appropriate, be adopted, subject to any deletions, updates or alterations set out in the minutes below.

38 18/05597/OUT - SLATE MEADOW, STRATFORD DRIVE, WOOBURN GREEN, BUCKINGHAMSHIRE

Members noted in the Update sheet that the recommendation had been amended. In addition officers highlighted that an additional planning condition related to archaeology was required but had been omitted, and that at paragraph 5.60 there was a typing error. The estimated CIL liability was £1.5m and not the £4.5m reported.

Following a full debate an additional recommendation was proposed which would allow the details of reserved matters to be brought before Planning Committee for scrutiny if required. Members voted on this motion which was accepted.

Members then voted on the motion as set out in the update, subject to this amendment. This motion was carried.

RESOLVED: That the Planning Committee are minded to grant outline planning permission, subject to:

- a) Further discussion by their officers with the Environment Agency (EA) to clarify the current ambiguity over whether they are formally objecting or not. Once this is clarified the application can then either proceed to determination, or if the EA is actually objecting the Secretary of State would be formally consulted.
- b) That the Head of Planning and Sustainability be given delegated authority to grant Conditional Permission provided that a Planning Obligation is made to secure Affordable housing, Primary and nursery education, Improvements in the provision of public transport in the local area, Improvements to the provision of walking/cycling routes in the local area, Management and maintenance of green infrastructure within the site, An off-site contribution for the improvement/management and maintenance of the Village Green, Travel plan (including monitoring fee), or to refuse planning permission if an Obligation cannot be secured.
- c) In consultation with the Planning Committee Chairman, that the Head of Planning and Sustainability be requested to decline to exercise her delegated authority to determine any subsequent reserved matters applications, should any Member request that the approval of such reserved details would benefit from the scrutiny of Planning Committee.

The Committee was addressed by Councillors Mrs J Adey, Mrs J Langley and T Lee, the local Ward Members. Councillor Mrs J Langley read out a statement from Councillor M Appleyard, the local Ward Member who had submitted apologies for not being in attendance.

The Committee was addressed by Mr Jim Penfold of the Bourne End Residents Association, neighbours Mr Simon Carter and Mrs Alison Garmonsway, also Parish Councillor Mrs Sue Wagner of the Wooburn & Bourne End Parish Council, all in objection and Mr Julian Black, the agent on behalf of the applicant.

39 18/06642/FUL - CHILTERN MANOR, NORTHERN HEIGHTS, BOURNE END, BUCKINGHAMSHIRE, SL8 5LE

Members voted in favour of the motion to refuse the item for the following reasons:

In the opinion of the Local Planning Authority the proposed development by reason of its increased footprint, bulk and siting closer to the northern and western boundaries than that approved, would result in an unacceptable impact on the pleasant semi-rural character of the area and residential amenity. The proposed extensions would be sited approximately 2.2m closer to the northern boundary and

now included projecting gables on the rear elevation protruding 1m closer to the western boundary. This coupled with the change in ground levels would have a dominant and overbearing impact on the adjacent occupiers.

The development, subject of this planning application, had not addressed the reason of refusal of 17/05526/FUL. Therefore the proposed development would be contrary to policies G8 (Detailed Design Guidance and Local Amenity) of the Adopted Wycombe District Local Plan To 2011 (as saved, extended and partially replaced) and policy CS19 (Raising the Quality of place Shaping and Design) of the Adopted Core Strategy DPD.

RESOLVED: that the application be refused for the reasons given above.

The Committee was addressed by Councillor T Lee, the local Ward Member.

The Committee was addressed by Mrs Katherine Nash in objection and Mr Bob Berry, the agent on behalf of the applicant.

40 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that no developers had confirmed they were in a position to make a presentation to the Committee at this time. Therefore, it was proposed that the start time of the next Planning Committee, due to be held on Wednesday 19 September 2018, be brought forward to 6.30pm, unless in the meantime, a developer made a request to give a presentation. If this was the case, Members would be notified.

41 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 18 September 2018 in respect of the agenda for the meeting on Wednesday 19 September 2018, the following Members be invited to attend with the relevant local Members:

Councillors: Ms A Baughan, S Graham, C B Harriss, T Lee, N B Marshall, H L McCarthy, Mrs C Oliver, A Turner, P R Turner and C Whitehead.

42 DELEGATED ACTION AUTHORISED BY PLANNING ENFORCEMENT TEAM

Members noted the Delegated Action authorised by the Planning Enforcement Team.

43 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

Chairman

The following officers were in attendance at the meeting:

Mrs S Bolter	Corporate Director (Growth & Regeneration)
Mrs J Caprio	Principal Planning Lawyer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mr P Miller	Technical Officer
Mr A Nicholson	Development Manager
Miss O Palmer	Legal Apprentice
Ms A Pantel	Planning policy Assistant
Ms S Penney	Principal Development Management Officer
Mr C Power	Development Management Team Leader
Ms P Tollitt	Head of Planning & Sustainability

Audit Committee Minutes

Date: 26 July 2018

Time: 7.00 - 8.12 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors G C Hall, M Hanif, A Lee, R J Scott and N J B Teesdale, P R Turner

Also present: Maria Grindley and Sue Gill (External Auditor, Ernst & Young)
Councillor David Watson

17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ms C Oliver and Councillor R Wilson.

18 MINUTES

RESOLVED: That the minutes of the meeting held on 31 May 2018 be confirmed as a correct record and signed by the Chairman.

19 DECLARATIONS OF INTEREST

There were no declarations of interest.

20 WDC EMERGENCY PLANS/PROCEDURE RISK OWNER

The Head of Housing and Environment, Nigel Dicker and Divisional Environmental Health Officer and Emergency Planning Officer, Andrew Collinson, attended the meeting to provide information on the Council's emergency planning work. As this was a feature of the Strategic Risk Register it was within the Audit Committee's remit to ask the Risk Owner to attend a meeting and explain how this was being managed.

The following points were noted:

- The Emergency Planning team supported the blue light services and helped facilitate recovery.
- Wycombe District Council has a Memorandum of Understanding with Buckinghamshire County Council to enable a joint response.
- The Wycombe District Council Emergency Plan and other operational response plans were regularly reviewed.
- Neighbouring authorities were also supported in case of any emergencies.
- The Emergency Planning team were involved in exercises with the blue light services to provide sufficient training in the event of an emergency.

- The Chief Executive had recently undertaken training to help facilitate an emergency response.
- Recent activity has included engagement with event organisers, supporting the Royal wedding and the visit by President Trump.

In response to a query Andrew confirmed that if an emergency event occurred then a multiagency plan would come into effect. There was a major trauma centre based at the John Radcliffe Hospital in Oxford however a trauma network across hospitals in the country would provide the best available hospital at the time of any incident. The NHS also had a network with hospitals in Europe so that the best care for patients could be accessed. Patients were tracked and there were also plans in place for repatriation of patients if required. In the sad event of mass casualties there were also emergency mortuary arrangements, with the regional facilities currently based in Reading.

There were two desktop exercises planned and large national exercise being undertaken in the near future in preparation for a large emergency event.

It was noted that the recent promotion of Wycombe Wanderers Football Club had increased the risk factors in relation to an emergency event. Work had been undertaken with the club regarding their emergency planning and response procedures with staff including attendance at live and desktop exercises. Regarding the road access to and from the stadium it was noted that there were contingency plans for people to disperse on foot from the area in case of an emergency. The staff have a contact list of businesses in the area to make sure that lorries and other vehicles do not obstruct the highway.

The Chairman thanked Nigel and Andrew for the update. The Committee agreed that an update should be provided to the Committee on an annual basis, also due to the importance of the subject that an all member seminar be arranged to update Members. It was queried that due to the important nature of the subject if attendance to the training for members could be made compulsory.

21 HOUSING BENEFIT SUBSIDY AUDIT - APPOINTMENT OF INDEPENDENT REPORTING ACCOUNTANT

The Committee considered a report which provided information on the appointment of the Independent Reporting Accountant for the housing benefit subsidy audit for 2018/19.

It was noted that after a formal tender process Ernst and Young LLP (EY) had been appointed to undertake the external audit of the Councils financial statements from 2018/19. They are also the current provider for both the financial accounts and the Housing Benefit subsidy claim certification. The Committee were informed that as EY already provide these services and for continuity and cost efficiency it aids consistency to also engage EY for this role.

RESOLVED: That Ernst & Young LLP (EY) be appointed as the Independent Reporting Accountant for the purpose of performing the

housing benefit subsidy certification work for 2018/19 in line with the Department for Works and Pension (DWP) Guidance.

22 TREASURY MANAGEMENT ANNUAL REPORT 2017-18 - CABINET REPORT

The Committee received a report presented to Cabinet on 4 June 2018 in respect of Treasury Management as required the by Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in the Public Services: Code of Practice. The report outlined the treasury management activities and performance for 2017/18.

RESOLVED: That the treasury management report for 2017/18 as presented to cabinet be noted.

23 EXTERNAL AUDITOR'S ISA 260 AUDIT RESULT REPORT

Maria Grindley, the responsible EY partner and signature to the accounts and external audit manager Sue Gill, presented Ernst & Young's Audit Results Report and findings from the 2017/18 audit.

The Committee were informed that the auditors proposed to issue an unqualified opinion on the financial statements and Value for Money Opinion. The audit results had demonstrated that the Council had prepared its financial statements adequately.

In response to a query the EY partner explained that an unadjusted difference in the pension disclosures outlined in the report related to a difference between the estimate from the actuary used in the financial statements and the actual year-end value of the Buckinghamshire Pension Fund (of which the Council is an admitted body). However this is not unusual when estimates are used and it was confirmed that the Council was not expected to adjust for this amount.

In response to a further query it was noted that local government accounting was different to the corporate sector and this was set out by Government.

The external auditors noted that the Statement of Accounts were submitted three months in advance to previous years and thanked officers for all the work and their professional manner in enabling these to be submitted on time.

RESOLVED: That the Auditor's Results Report be noted.

24 APPROVAL OF 2017/18 STATEMENT OF ACCOUNTS

The Head of Finance Dave Skinner and Chief Accountant, Hasina Shah presented the Statement of Accounts for 2017/18.

The Committee were taken through key figures in the Accounts and were also asked to note the Annual Governance Statement for 2017/18 which had been

approved by the Committee on 31 May 2018 and signed by the Leader and Chief Executive.

The key factors affecting the Council's accounts were summarised as follows:

- This year the draft statement of accounts were prepared one month earlier to comply with legislation. Following the public inspection period and audit the Statement of Accounts must be submitted to Committee for approval and then published by 31 July.
- Under the CIPFA Code of Practice the Council does not meet all the requirements for Group Accounts for Higginson Park Charity as it does not have rights to any return from the charity. Therefore, the Council has not prepared the Group Accounts.
- There had been net increase in Comprehensive Income and Expenditure surplus during 2017/18 to £31.6m due to the following:
 - change in accounting of CIL income;
 - additional income from the Sports Centre Contract,
 - increase in Capital receipts,
 - changes in fair value of investment properties,
 - actuarial gains on pension assets.
 - offset by increase in capital grants or funding provided to third parties.
- There was a healthy balance sheet with Long Term Assets increased by £25m and net worth increased by £32m.
- Regarding Cash Flow it was noted that the net movement of £10m was mainly from investment activities.

In response to a query it was noted that pension contributions made by the Council were as per the actuarial assessed requirements and contractual decisions.

It was noted that the £1.2m extension to Risborough Springs Swim and Fitness Centre was subject to planning permission.

The Chairman thanked the officers for the report and the work involved.

RESOLVED: That

- i) the signed Annual Governance Statement for 2017/18 alongside the Statement of Accounts be noted,
- ii) the External Auditor's letter of representation as attached at Appendix B be approved,
- iii) the Statement of Accounts for 2017/18 be approved.

The Committee noted the Higginson Park Charity Accounts for 2017/18 with a net expenditure of the trust of £0.45m with assets worth £5,458m.

Members noted that the accounts would be audited by Seymour Taylor Audit Limited.

Recommended to Council: That the Higginson Park Charity Annual Report and Financial Statements for 2017-18 be approved.

26 AUDIT COMMITTEE WORK PROGRAMME

The Audit Committee work programme as appended to the agenda was reviewed by the Committee.

RESOLVED: That the work programme be noted.

27 INFORMATION SHEETS

RESOLVED: That the following Information Sheet be noted:

- i) 03-2018 Ernst & Young Local Government Audit Committee Briefing.

28 SUPPLEMENTARY ITEMS

There were no supplementary items.

29 URGENT ITEMS

There were no urgent items.

Chairman

The following officers were in attendance at the meeting:

David Skinner	- Head of Finance & Commercial
Jemma Durkan	- Senior Democratic Services Officer
Andrew Collinson	-
Nigel Dicker	- Head of Environment & Housing
Hasina Shah	- Chief Accountant

High Wycombe Town Committee Minutes

Date: 11 September 2018

Time: 7.00 - 9.33 pm

PRESENT: Councillor M Clarke (in the Chair)

Councillors K Ahmed, Z Ahmed, H Bull, Mrs L M Clarke OBE, R Farmer, S Graham, A R Green, M Hanif, M A Hashmi, A E Hill, M Hussain JP, A Hussain, M Hussain, M E Knight, R Raja, S K Raja, N J B Teesdale and Ms J D Wassell,

Apologies for absence were received from Councillors M Asif, Ms A Baughan and B E Pearce

ALSO PRESENT: Councillors D Barnes (Deputy Leader of the Council and Portfolio-holder for Engagement & Strategy), Mrs J Langley (Cabinet Member for Housing) and Ms K Wood (Leader of the Council), Mr I Thomas (Senior Parking Officer – Transport for Buckinghamshire) and Mr J Shaw (Managing Director – Chiltern Rangers CIC (Community Interest Company)).

9 DECLARATIONS OF INTEREST

Councillors A Hill, R Raja & N Teesdale all declared in relation to the presentation on temporary accommodation item (Minute 13) that they were all members of the Council's Planning Committee which may consider a planning application in due course. Each indicated that they would stay in the chamber during that item and listen to the debate but not take part nor vote on the item.

10 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 12 June 2018 be agreed as a correct record and signed by the Chairman.

11 ON-STREET PARKING AND PARKING ON VERGES

The Meeting received an extensive and comprehensive presentation by Mr Ian Thomas (Senior Parking Officer – Transport for Buckinghamshire) in respect of On-Street parking and parking on verges in the High Wycombe Town wards.

Members made a number of points and received clarification from Mr Thomas on a number of issues and queries as follows:

- It was confirmed that County Council parking officers could only enforce where double yellow lines were in place, or single yellow lines were in place

but then only during the operational times and where verge-parking restrictions had been made. Only the Police could enforce elsewhere without restrictions.

- Where verge parking was prohibited in the Wycombe District by a District Council byelaw, County Officers (or to be precise their appointed contractors NSL) did not enforce. The District Solicitor agreed to inform members what parking byelaws were in place.
- It was confirmed that larger vehicles mini-buses / vans / small lorries were not subject to any additional restrictions than the family car. Further restrictions only related to HGV's (Heavy Goods Vehicles).
- Grass-Crete was often a viable option where verge parking was permitted and occurring to prevent grass being cut up and mud ruts being created. Members were welcome to make bids via the County Council's LAF (Local Area Forum) for such to be considered for viability.
- Mr Thomas confirmed that Buckinghamshire County Council Parking Services had a rota of visiting schools during school run times; with the current staffing this would take 3 months to visit all the schools across Buckinghamshire. Members could contact NSL on their telephone number if a specific school was experiencing a particular extensive problem, to seek to arrange a prioritised visit by officers.
- It was confirmed that Buckinghamshire County Council did not utilise CCTV cars, although Reading and Slough Councils did; these were seen as a very efficient and cost effective means of reducing problem parking areas. It was also confirmed that Reading Town unitary area had the same number of parking operatives as BCC had spread across the entire county of Buckinghamshire. Berkshire had effectively 5 times the number of operatives compared with Buckinghamshire.
- As with the Grass-Crete above, applications for the installation of yellow lines or verge parking restrictions had to be made through the LAF. If BCC funded the project it would only be 50%, match funding being required from the appropriate District or Parish/Town Council; in effect this would mean Wycombe District Council matching the funding.
- Parking Officers at BCC were happy to scope any planned restriction before implementation to test its viability / practicability.
- The ownership of land by various parties (in Micklefield certain roads had verges owned by Wycombe DC, Bucks CC and Red Kite Housing) and the issues in gaining the agreement of all parties was noted.
- Effective residents' parking schemes with timed permits utilised in Chesham were referred to.

- Evening/night time enforcement was carried out, but it was more expensive (by darkness operatives have to be paired) so was not carried out as extensively as would be liked.
- Advertising of cars for sale was permitted individually by members of the public. Businesses could do likewise, but could not advertise more than two vehicles within a specified distance (500 metres). Contravention enforcement was within the remit of the County's Trading Standards officers.
- No further particular legislation was available to prevent parking which restricted access to fire hydrants.
- It was confirmed that in theory parking enforcement might be delegated to a school care-taker but the appropriate training would need to be given and the appropriate uniform worn.
- Community Infrastructure Levy bids were noted as a possible means of match funding restriction projects put forward by Members.
- Members queried whether the points and specific locations raised at this evening's meeting could be referred to County Councillor Mark Shaw (Cabinet Member for Transportation) in respect of the ongoing BCC transportation study. It was however suggested that their site-specific nature made the LAF conduit more appropriate to ensure resolution.

Mr Thomas was thanked for his attendance and his extensive update on these important issues.

A motion to set up a specific Task and Finish Group to investigate and explore parking issues was seconded but on being put to the vote was not passed. It was however agreed that it would be appropriate for the Committee Chairman to write specifically to the LAF listing the issues raised at this meeting.

RESOLVED That the Committee Chairman write to the Buckinghamshire County Council Local Area Forum outlining the issues in respect of on-street parking and verge parking, raised at this meeting and emphasising the urgency required in resolving them.

12 CHILTERN RANGERS UPDATE

The Committee was given a verbal update on the work of the Chiltern Rangers particularly focusing on the Town wards, by Mr John Shaw (Managing Director of Chiltern Rangers CIC (Community Interest Company)).

The key points outlined by Mr Shaw were as follows:

- The Rangers had just celebrated their 5th birthday as a CIC and were very proud to have recently received the Queen's award for voluntary service.

- With many changes afoot at National and Local Government level and economically, the Rangers wanted to be best placed with these challenges to continue to deliver their services.
- A key forthcoming challenge was their relocation; there had always been the aspiration to leave the old WDC Kingsmead depot. A mixture of CIL (Community Infrastructure Levy) funding bids, sponsor support and lottery funding was being assembled to finance a new environmentally friendly community hub to share with other local social enterprises. The location was yet to be confirmed.
- Tree planting was crucial but tree watering and the maintenance of trees was just as, if not more, important; this principle underpinning a lot of the Company's schemes.
- Involvement with Red Kite Community Housing in their Castlefield Project was outlined which tied in with work done at the Chairborough Nature Reserve.
- A similar project with Cressex Business Park to make key environmental gains in what was viewed as a run-down public realm at the Park was explained.
- Other projects involving Desborough Castle Hillfort, Thames Water sponsored River Wye volunteer work, Gomm Valley, the old Wycombe Summit site and the Chalk, Cherries and Chairs initiative were referred to.
- 7,500 volunteer hours over the last year, carried out by 2,000 volunteers, was commended.
- A particular scheme, the delivery of a sensory garden by vulnerable young adults at Harlow House, had been a particular success.
- A question relating to Horse Chestnut trees experiencing premature leaf browning following the hot summer and possible reasons were remarked upon; it was noted that the worrying challenge of Ash die-back was far more pressing and a concern to the organisation.

Mr Shaw was thanked for his comprehensive and interesting update on the Rangers' operations, and his enthusiasm was commended by Members.

13 PRESENTATION ON TEMPORARY ACCOMMODATION

The meeting was addressed by Councillor Mrs J Langley (Cabinet Member for Housing) assisted by Mr Brian Daly (Housing Services Manager) on the current position. Mr Nigel Dicker (Head of Housing & Environment) was also present.

The history of the project to date and the requirements of various statutes in respect of homelessness were explained. The provision of more units of accommodation than was currently the case was seen as a key way of delivering improvement in the living conditions of those most in need of housing support in the District.

The presentation noted that the scheme was seen as key in responding to the as yet unknown challenges of the new Homelessness Reduction Act, recently brought into force. Universal Credit had also now been introduced locally. A public consultation in respect of the temporary accommodation project was anticipated during November, with planning permission to be sought thereafter.

Members raised a number of points and received responses in respect of various questions as follows:

- The closure of Saunderton Lodge was seen by speakers as overdue. However the siting of an alternative in Desborough Road was questioned.
- The area was viewed as experiencing considerable anti-social behaviour and the suitability of the environment for vulnerable families to be placed in was questioned.
- The availability of town centre school places was challenged.
- The potential loss of the important car parking in Desborough Road including its potential loss to users of three places of worship was referred to.
- The extent of site options considered and the fact this extended only to include sites owned by the District Council was questioned and the potential availability of the Buckinghamshire County Council offices at Easton Street was referred to.
- Officers confirmed that no site other than the Desborough Road Car Park had been considered.
- The availability of parking for a town centre site was questioned and it was pointed out that homeless persons may well have vehicles, as may their visitors.

Following a proposal which was seconded, the following resolution was carried by eight votes with no contrary vote (members of the planning committee having been reminded that they may wish to abstain from participating in the vote):

RESOLVED That the Cabinet Member for Housing be requested to review the proposed siting of the new Temporary Accommodation unit in Desborough Road, considering other sites in the District including those not in District Council ownership, subject to such consideration not delaying the closure of the existing Saunderton Lodge.

Councillor Mrs Langley, Mr Dicker & Mr Daly were thanked for their helpful input into this update.

14 INFORMATION SHEETS

RESOLVED: That Information Sheet 1/2018: High Wycombe Town Financial Quarter 1 Outturn Position for 2018/19, be noted.

15 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's draft work programme looking ahead to September 2019 was presented for review.

It was agreed that the scheduled item in respect of HWBidCo be postponed from the November 2018 to January 2019 meeting, as a new Town Centre Manager had just been appointed by HWBidCo taking up the post in early November.

RESOLVED: That the forward work programme be noted subject to the amendment above.

16 URGENT ITEM - CUTTING OF GRASS, CLEARING OF WEEDS

In accordance with the Council Standing Order 21 the Chairman agreed to the inclusion of an urgent item in respect of Grass Cutting and Clearance of Weeds in the Town area, not featured on the published agenda. The reason for this inclusion was stated to be the urgency of resolving this increasing problem across the town wards which had been noticed by Committee members and their constituents.

Members noted that there were only three operatives employed by the County Council to grass cut in the Town Wards (unparished area), and it appeared that the removal of weeds was not in their remit. Footpaths and rights of way did not seem to be being visited and tidied either.

Reference was made to CIL (Community Infrastructure Levy) monies being utilised to provide further grass cutting, weed and right of way / path clearance and that the Council was not obliged to utilise BCC as the contractor. It was noted that Cabinet will consider a report at its next meeting in relation to CIL expenditure and further noted that that this decision was a matter for Cabinet.

The poor state of said footpaths, rights of way, road gutters and overgrown junction visibility splays and site lines was re-iterated by Members. No resolution was proposed nor was any vote taken upon the item. The Chairman closed the meeting.

Chairman

The following officers were in attendance at the meeting:

- Ms S Bolter - Corporate Director (Growth & Regeneration)
- Mr B Daly - Housing Services Manager
- Mr N Dicker - Head of Housing & Environment
- Mr P Druce - Democratic Services
- Ms J Openshaw - District Solicitor

Improvement and Review Commission Minutes

Date: 12 September 2018

Time: 7.00 - 9.23 pm

PRESENT: Councillor D Knights (in the Chair)

Councillors K Ahmed, H Bull, Mrs L M Clarke OBE, A D Collingwood, A E Hill, M E Knight, Mrs W J Mallen, H L McCarthy, R Newman, Ms C J Oliver, R Raja, D A C Shakespeare OBE and C Whitehead,

Apologies for absence were received from Councillors M C Appleyard, J A Savage, P R Turner and R Wilson

11. DECLARATIONS OF INTEREST

There were no declarations of interest.

12. MINUTES OF PREVIOUS MEETING

RESOLVED: that the minutes of the meeting of the Improvement and Review commission held on 20 June 2018 be approved as a true record and signed by the Chairman.

13. WYCOMBE COMMUNITY SAFETY PARTNERSHIP 2018/19

The Chairman welcomed Superintendent Kevin Brown, Local Police Area Commander and Sarah McBrearty, Community Safety Team Leader, WDC.

The Commission was provided with an update on the Wycombe Community Safety Partnership priorities and actions for 2018/19. The priorities and key actions for 2018/19 were as follows:

- **Tackling anti-social behaviour and crime** – Work would be undertaken in partnership to deal with street drinkers and aggressive beggars. A multi-agency communications campaign would be delivered to educate and raise awareness with members of the public in relation to begging. To reduce repeat victims of burglary support would be provided with advice, home surveys and property marking schemes. Also crime reduction advice would be provided to residents via various methods of communication such as a Pop-Up Police Station.
- **Safeguarding our communities** – It was explained that there were different forms of exploitation in communities, and crime statistics in the district and county indicate this as a key priority. Further work would be undertaken to

support the victims of domestic abuse and to provide information to signpost victims to support agencies. There would be training with staff from bars, pubs and late night eateries on safeguarding issues. Also initiatives and campaigns, such as taxi and private hire checks, and monitoring and enforcement of alcohol licensing conditions. Multi agency work with The Willow Project, who support victims of exploitation in Buckinghamshire, would be undertaken to raise awareness and tackle modern slavery.

- **Working together to address Child Sexual Exploitation** – Raising awareness of child sexual exploitation locally including a campaign and training materials provided to late night eateries and taxi driver training. Thames Valley Police would lead on a multi-agency safeguarding meeting. Also test purchase operations would be carried out on hotels/licensing premises within the town centre.
- **Building community resilience** – There would be promotion of the Safe Place scheme. Also support and work with Neighbourhood Watch and raise awareness of scams particularly with the elderly and vulnerable.

Partnership work so far had included Operation Goat dealing with anti-social behaviour issues, a two day licensee event, a campaign around spring crime and garden security, taxi safeguarding training package and schools safeguarding work.

Referring to a power point presentation Superintendent Kevin Brown outlined the key crime statistics for the District, picking out the major reductions and the major increases in 2017/18 from below:

Wycombe LPA Crime Data					
	Outcome Rate Last Year April - August 2017	Outcome Rate This Year April - August 2018	Number of Crimes Last Year April-August 2017	Number of Crimes this year April-August 2018	% Change
Rape	8%	2%	53	47	-11%
Burglary Dwelling	18%	6%	114	163	+43%
TFMV	1%	2%	254	300	+18%
TOMV	7%	3%	83	130	+56%
Robbery Personal	22%	12%	32	43	+34%
Robbery Business	25%	50%	4	8	+100%
Criminal Damage	8%	8%	544	515	-4%
Arson	0%	0%	23	29	-26%
Violence against the Person With Injury	20%	15%	343	491	+43%
Violence Against the Person Without	16%	8%	583	961	+65%

Wycombe LPA Crime Data					
	Outcome Rate Last Year April - August 2017	Outcome Rate This Year April - August 2018	Number of Crimes Last Year April-August 2017	Number of Crimes this year April-August 2018	% Change
Injury					

It was reported that anti-social behaviour in the District had decreased in comparison to the previous year. However there had been an increase in the Marlow area and it was expected that this was due to the World Cup celebrations. It was noted that crime across the country was rising with an increase in the demand for policing. In the Wycombe area burglary dwelling had increased but the low starting point was noted and some burglaries were due to offenders being released from prison. Personal robbery had increased due, in some part to perpetrators on mopeds, however six people had been arrested. The robbery of businesses had increased but the small numbers were noted. It was also noted that crime recording had been reviewed and this had led to domestic violence being recorded differently hence the increased figures. Regarding modern slavery only two people had been referred via the National Referral Mechanism. It was noted that many victims did not want to be referred.

Members made a number of points and received clarification on a number of queries as follows:

- The training for taxi drivers would be delivered by a trainer and was in relation to children in the vehicles.
- Regarding burglars reoffending it was noted that there were mechanisms in prisons to educate offenders, however it was reported that this was dependent on the availability of courses. Notification of the release of prisoners had improved so that police could visit and check on offenders after their release.
- It was noted that police resources had reduced significantly and that only 20% of policing was dealing with criminal acts.
- The Public Spaces Protection Order in the town centre was now in force and new signs were being updated. Work was being undertaken on a clear plan for enforcement. It was noted that the town centre was now a no drinking zone.
- The Sensible Change Text Giving scheme would again be promoted to help encourage members of the public not to give money to beggars. The scheme enabled a text donation to a local charity rather than giving change directly to a beggar.
- It was requested that HWBIDCo be included in the joint communications work.

- Regarding deception of vulnerable individuals it was noted that this was not robbery which required an element of violence but classed as theft from vulnerable adults or sometimes reported as fraud crime.

The Chairman thanked Sarah and Superintendent Brown for the presentation.

RESOLVED: That the Wycombe Community Safety Partnership priorities and actions for 2018/19 be noted and supported.

14. REPORT OF THE ANTI-SOCIAL BEHAVIOUR IN THE DISTRICT TASK AND FINISH GROUP

The Commission considered and discussed the report and draft recommendations of the Anti-Social Behaviour in the District Task and Finish Group. The report featured 10 draft recommendations for consideration for onward referral to Cabinet.

The Chairman of the Task and Finish Group: Councillor Chris Whitehead guided members through the report.

It was reported that the ASB in the District Task and Finish Group had been set up by the Improvement and Review Commission following a motion by the Leader of the Council to Council on 18 December 2017, as follows:

“WDC notes the increasing concern of councillors and members of the public regarding an apparent rise in instances of anti-social behaviour across the district and within Wycombe Town Centre in particular.

WDC believes giving greater prioritisation to the enforcement of available anti- social behaviour measures by Thames Valley Police will improve the situation before it becomes overly detrimental to the residents, businesses and visitors to the district.

WDC resolves to seek swift re-prioritisation of TVP resources to tackle this issue in conjunction with improved partnership working with other stakeholders to improve neighbourhood policing.”

The Task and Finish Group considered the whole of the district and attempted to address three questions, as follows:

- I. How does ASB in our area compare with crime in other similar areas?
- II. How does ASB in our area compare with ASB in the Thames Valley Police Force area?
- III. How has ASB changed over time in our area?

The draft recommendations were divided into four headings, Wycombe District Council, Enforcements, Support and Communications. The draft recommendations along with the reasons for the recommendations were outlined as follows:

Wycombe District Council

1. WDC demonstrates its commitment to tackling ASB by:
 - a) Appointing a Cabinet Member (or Deputy Cabinet Member) with specific responsibility for ASB, and that progress is reviewed at every Cabinet meeting.
 - b) Identifying a single officer with lead responsibility for ASB, to be responsible for monitoring and reporting progress on tackling ASB.
2. That the working of the Community Safety Partnership be reviewed and tightened up to provide a stronger focus on tackling ASB.
3. WDC improve the quality of data and information in relation to ASB by:
 - a) Creating its own database of incidents, similar to the Police Repeat ASB/Signal Crime Callers and Locations report, plotting their locations precisely on a map, indicating exactly where and when they occurred.
 - b) Developing performance measures to enable progress in tackling ASB to be monitored.
4. WDC close its public toilets on an experimental basis and that pubs and local businesses should be encouraged to allow members of the public to use their toilet facilities when needed.

Enforcement

5. TVP should be encouraged to enforce against ASB as follows:
 - a) WDC support TVP to achieve their full manning levels in Wycombe town - to match the proposed investment in Street Wardens (see items 6 & 7 below).
 - b) WDC support TVP to improve responsiveness to the 101 emergency number.
 - c) WDC explore options for supporting TVP to carry out successful recruitment to vacant posts including free parking.
 - d) The feasibility of the Council having access to a TVP computer should be explored.
6. WDC should employ Street Wardens to enforce PSPOs, who would be directed by WDC officers, but would work closely with the Police. The numbers suggested were four in Wycombe and two in each of Marlow and Princes Risborough.

7. The appointment of Street Wardens be accompanied by a stricter enforcement of Fixed Penalty Notices (FPNs) to demonstrate that the Council will not tolerate ASB.
8. FPNs continue to be issued even if only PCs and the Council's own ASB officer are authorised to issue them.

Support

9. WDC put more resources into the understanding of these links (between begging, mental health and substance misuse), and actively support those agencies working to alleviate the problems.

Communications

10. The Council have a co-ordinated campaign in relation to street begging involving posters, banners, press, social media and radio to cover the whole of the District, the purpose of which would be not only to educate the public as to what the Council is doing, but also to try to remove the source of funding in the hope that it may persuade beggars to seek help from agencies and deter begging.

The Commission considered and discussed the recommendations and a number of points were made as follows:

- The recommendation regarding the closure of public toilets should be amended to request that thorough investigation be undertaken and implications be considered.
- In response to a query it was reported that data was already available for WDC to have its own database. The issue was that there was currently no central source of data to access to help direct resources.
- Once in post street wardens could be used to monitor and manage any issues around public toilets. This information could then be used as evidence base for any investigations.
- It was suggested that the working of the Community Safety Partnership be reviewed and monitored by the Cabinet Member appointed with responsibility for ASB.

The Chairman and the Commission thanked Councillor Whitehead and the members of the Task and Finish Group for their report. It was noted that the comments would be taken into consideration and recommendations amended to reflect the discussion. The final report would then be submitted to Cabinet on 17 September 2018.

15. REPORT OF THE RETURN OF THE RIVER WYE TASK AND FINISH GROUP

The Commission considered and discussed the report and draft recommendations of the Return of the River Wye Task and Finish Group. The report featured eight draft recommendations for consideration for onward referral to Cabinet in November 2018.

The Chairman of the Task and Finish Group: Councillor Hugh McCarthy provided the Commission with a short presentation and guided members through the draft recommendations.

The Task and Finish Group was set up by the Improvement and Review Commission on 21 June 2017. The terms of reference were agreed by the Task and Finish Group as follows:

To conduct a review of the proposal that the River Wye between Westbourne Street and the Archway roundabout should be re-made and opened up as an amenity within the town.

The draft recommendations of the Task and Finish Group considered by the Commission were as follows:

1. To recognise that the technical feasibility of remaking the river has been established.
2. To recognise the extent of support for remaking the river.
3. To recognise that the wider economic, social and environmental benefits justify the remaking of the river.
4. To recognise that the financial returns which will accrue directly to Wycombe District Council resulting as a direct consequence of remaking the river will exceed the costs in most scenarios.
5. To agree that highway works within Phase 7 (Oxford Road) should not be progressed if they prejudice remaking up the river and that it would be most cost effective and publicly acceptable to undertake both the road and the river together.
6. That it has been established that the remaking of the river between Westbourne Street & Archway Roundabout will cost approximately £3 million more than highway works alone.
7. To consider funding the works from its CIL & capital programme.
8. That funding be made available to commission the detailed design, costing and consultation of public realm work including the river for the phase 7 area.

The Chairman of the Task and Finish Group thanked Neil Marples, MWH Global, Dan Fenn, DRF, Phil Simpkin, WDC and all the officers involved for their work and support.

The Commission considered and discussed the recommendations and a number of points were made as follows:

- The roads around the proposed area for opening the river would be narrowed however access to the Marks and Spencer loading bay would still meet the highway standards. Due to the town centre Masterplan works there should be less traffic going through the town centre.
- This was a visionary scheme and fit for the future. It was suggested that more cyclists and pedestrians would use the town centre in the future.
- It was commented that the town centre flyover could be a problem and the river should have been included in the Eden shopping centre designs.
- It was suggested that recommendation 7 regarding funding should be made clearer and strengthened.
- The economic benefits to the town were questioned. In response it was suggested that there could be increased ground rents and property values. The town centre experience was changing nationally and towns would become more of a leisure destination. There would be a long term gain to the town centre.

The Chairman of the Commission thanked Councillor McCarthy and the Task and Finish Group for their work.

16. COMMISSION'S WORK PROGRAMME AND CABINET FORWARD PLAN

The Commission considered the work programme report featured along with the appended Cabinet Forward Plan and Commission Work Programme.

The Chairman of the Commission asked for volunteers for the Budget Task and Finish Group. The following members volunteered for the TFG: Councillor Hugh McCarthy, Councillor Matt Knight, Councillor Rafiq Raja and Councillor Chris Whitehead. Final details would be arranged and dates would be circulated to the TFG members.

The Chairman also requested the Commission to consider the Cabinet Forward Plan and if there were any items that they would like to take to a task and finish group. The Vice-Chairman suggested the Joint Waste Contract Extension and the Use of S106 Affordable Housing Funds as potential items for future discussion.

17. COUNCILLOR CALL FOR ACTION

There were no Councillors Calls for Action.

18. SUPPLEMENTARY ITEMS

There were no supplementary items.

19. URGENT ITEMS

There were no urgent items.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan	- Senior Democratic Services Officer
Elaine Jewell	- Head of Community
Sarah McBrearty	- Community Services Team Leader
Philip Simpkin	- Natural Environment Officer
Catherine Whitehead	- Head of Democratic, Legal & Policy.

COUNCIL SEATING PLAN 2018/2019

		13 C Harriss					
		14 N Teesdale					
		15 R H Gaffney					
		16 R Wilson					
		17 A D Collingwood					
		18 H Bull					
		19 Mrs J E Teesdale					
		20 R J Scott					
			42 Mrs C Oliver				
			43 R Newman				
			44 D A C Shakespeare				
			45 C Whitehead				
			46 H McCarthy				
12 Maz Hussain	41 N Marshall					47 T Lee	21 Mrs L Clarke OBE
11 A Hussain JP	40 I L McEnnis					48 B Pearce	22 J A Savage
10 D A Johncock	39 Mrs G A Jones					49 R Farmer	23 M Clarke
9 Mrs J D Langley	38 Mrs W J Mallen					50 M E Knight	24 A E Hill
8 Mrs J A Adey	37 M Davy					51 Ms A Baughan	25 C Etholen
7 G Peart	36 A Turner					52 Ms J Wassell	26 M Harris
6 D H G Barnes	35 Mrs S Adoh					53 M Abdullah Hashmi	27 M Appleyard
5 Miss K S Wood	34 G Hall					54 M Asif	28 S K Raja
4 D M Watson	33 M Hussain JP					55 M Hanif	29 D Knights
3 S Broadbent	32 Z Ahmed					56 K Ahmed	
2 L Wood	31 S Saddique					57 Rafiq Raja	
1 D J Carroll	30 Miss S Brown					58 S Graham	

DSO	DS Manager	Chief Executive	Chairman	Councillor T Green	Vice-Chairman	Councillor P Turner	Corporate Director